





PATIO COVER PACKET

OC Planning

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Permit Application

County of Orange

Today's Date: _____

Permit #: _____

TYPE OF PERMIT

- | | |
|--|--|
| <input type="checkbox"/> RESIDENTIAL (RS) | <input type="checkbox"/> COMMERCIAL (NR) |
| <input type="checkbox"/> SWIMMING POOL/SPA (SW/SA) | <input type="checkbox"/> ELECTRICAL (EL) |
| <input type="checkbox"/> MECHANICAL (ME) | <input type="checkbox"/> PLUMBING (PB) |
| <input type="checkbox"/> GRADING (GA/GB) | <input type="checkbox"/> SIGN (SB), SOLAR (SL) |
| <input type="checkbox"/> RETAINING WALL
(Separate attachment required for multiple wall submittal) (RW) | <input type="checkbox"/> Non-Structural (EL, PB, ME Combo) |
| | <input type="checkbox"/> DEMOLITION (DM) |

PROJECT INFORMATION

Address of Project: _____

Address

City

Zip

Location of Site (Decimal Degrees): _____ / _____ Example: 33.687 / -117.786

Latitude

Longitude

Latitude

Longitude

Owner Name: _____ Phone Number: _____

Owner Address: _____

Address

City

Zip

Current Permits: _____

Contractor: _____ License #: _____

Address: _____ Phone Number: _____

Agent/Contact Person *: _____ Affiliation: _____

Phone Number: _____ Fax: _____ Email: _____

Job Description: _____

STRUCTURE SIZE: _____ / _____ / _____

Total

1st floor

2nd floor

3rd floor

GARAGE SIZE SQUARE FEET: _____ SITE ACREAGE: _____

ARCHITECT: _____ / _____ / _____ / _____

Name

Lic#:

Street #

Area City

Phone Number

ENGINEER: _____ / _____ / _____ / _____

Name

Lic#:

Street #

Area City

Phone Number

SOILS ENGINEER: _____ / _____ / _____ / _____

Name

Lic#:

Street #

Area City

Phone Number

* If different than owner, owner must sign & certify that they want this person/agent to serve as the designated contact of this application.

STAFF USE ONLY

☐ OTC ☐ PLAN CHECK ☐ PLANNING APPLICATION

SETBACKS

ZONING: _____ ☐ FP ☐ Coastal ACTUAL: _____ REQ'D: _____
 APN#: _____ FRONT _____
 LEGAL: _____ SIDE (R) _____
 PA/CP: _____ ☐ Required SIDE (L) _____
 PLANNER'S NAME: _____ REAR _____

Applicable to Grading Permits ONLY

ENGINEER GEOLOGIST: _____ / _____ / _____ / _____
 Name Lic#: Street # Area City Phone Number
 CUT: _____ FILL: _____ EXPORT: _____
 CUBIC YARDAGE: _____
 SITE ACREAGE: _____ WDID: _____ NOI: _____
 TOTAL SITE ACREAGE: _____ DISTURBED SITE ACREAGE: _____

CAL/OSHA REQUIREMENTS (CHECK APPLICABLE BOX)

- ☐ I am the owner-builder and exempt from State permit requirements.
☐ I acknowledge that I must submit proof of issuance of CAL/OSHA permit for the project.
☐ The project does not require a CAL/OSHA permit, based upon the criteria on the reverse side of this sheet.

Applicable to Sign Permits ONLY:

TENANT/BUSINESS NAME: _____
 OCCUPANCY PERMIT NUMBER: _____
 SIGNAGE DETAIL: ☐ Wall Sign ☐ Freestanding ☐ Single Face ☐ Double Face ☐ Illuminated ☐ Non-Illuminated
 Height: _____ Length: _____ Sq Ft: _____ Ground Clearance: _____
 ADDITIONAL INFORMATION: _____

DECLARATION:

I declare that the foregoing is a true and correct to the best of my knowledge. I understand that an incorrect answer will cause delay to inspection approval and issuance of a stop-work order.

Print Name

Signature

Date



Designation of Financially Responsible Party

County of Orange

As stated in the Board-approved Ordinance, the County's Planning Department operates by using a time-and-material based deposit and fee structure for plan check, inspection, and planning services. Thus, it is required that each permit or record maintained by Planning have a Financially Responsible Party (FRP) identified.

Per the County Ordinance, the FRP and the owner will receive all official communications regarding fiscal matters, including notices of low balances and additional requests for deposits and copies of permits, and will also receive any refunds, if applicable. Once the FRP is identified, a confirmation notice will be sent in which the named FRP will have 10 days to notify the County of any errors. If the designation is contested, all work on the permit(s) may be stopped until this issue is resolved.

Permit / Record # (s)

As the ☐ Applicant ☐ Owner ☐ Contractor ☐ Other (specify) _____, I designate the Financially Responsible Party to be: _____.

Contact Person/Agent of this application to be: _____.

☐ Applicant ☐ Owner ☐ Contractor ☐ Other _____

Name _____

Company / Business Name _____

Address _____

City, State, Zip _____

Phone # _____

Email Address _____

PRINT NAME

SIGNATURE

DATE

County Use Only

☐ New Application

☐ Revision to Current Application

Received by: _____

Date: _____

Role Updated in APPS: _____



Building Permit & Plan Check Process for Patio Covers

County of Orange

To ensure that construction complies with building regulations and standards, the County requires building permits to be obtained before construction or change in occupancy can begin. Building plans are required for permit issuance.

Plans submitted for building permits are reviewed for compliance with County Building Ordinances (Building, Plumbing, Mechanical and Electrical Codes) and State building regulation such as Energy Conservation Regulations and Handicapped Accessibility Standards.

The plan check process is summarized below to help you get acquainted with the building permit and plan check process:

1. Applicant submits Building Permit Application at the Development Processing Center (DPC)

2. Applicant submits two (2) sets of plans which consist of the following (DPC):

- ☐ Site plan
- ☐ Structural Framing Plan
- ☐ Structural Details and Material Specifications
- ☐ Structural Calculations

Smaller projects may not need all of the above items.

3. Applicant consults with Fire Authority.

4. Applicant obtains Zoning clearance, prior to permit issuance.

5. Pay Plan Check Deposit at DPC Station # 6.

6. Typical 1st Plan Check Corrections are completed in approximately 2 to 3 weeks.

7. Applicant re-submits corrected plans for re-check

8. Typical 1st Plan Re-Check Corrections are completed in approximately 1 to 2 weeks.

9. After plans are approved and all clearances are obtained, County will approve 2 sets of plans. 1 set for the job site and 1 for office archive. 1 additional set of plans is required for Assessor's office.

- ☐ Building permit issuance requires Workmen Compensation Insurance.
- ☐ Building permit issuance required California licensed contractor ID.
- ☐ Building permit issuance may be issued as Owner-Builder.

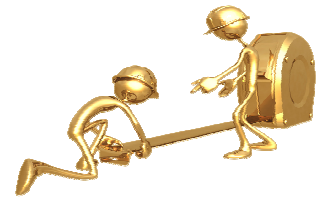
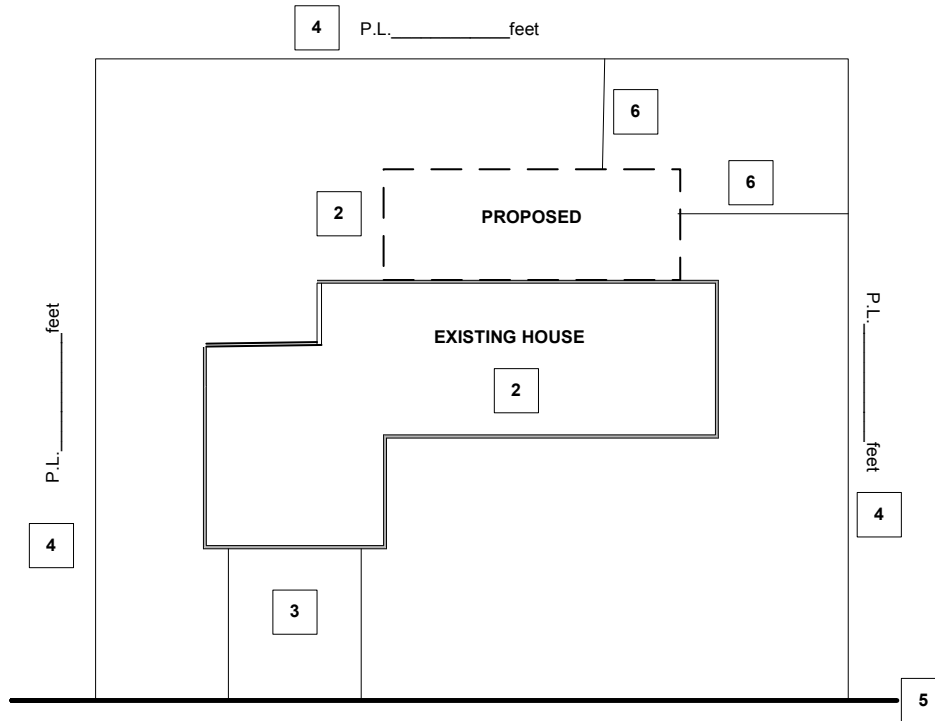
10. Applicant will call County Inspection Office to schedule inspection.

11. After final inspections, County will issue Certificate of Occupancy.



Typical Plot Plan

County of Orange



STREET NAME



Scale: _____ = _____

1. Project Location information (i.e. APN/ Tract and Lot).
2. Building footprints and rooflines – Location and use of all existing and proposed structures and landscape areas, including size, dimensions and distances to property lines.
3. Access – Including driveways, exiting and proposed.
4. Property lines – Include and label all building site dimensions and ownership boundaries.
5. Ultimate street right-of-way lines – Including name, location, size and distance from property lines, and location of sidewalks, curb and gutter, and edge of pavement, public or private.
6. Show setbacks from property lines.
7. Easements – Including location, purpose, and dimensions. (i.e. Flood Plain, Utilities, Ingress/Egress, Open Space Conservation / Scenic, etc.)
8. Fencing and Walls – Include retaining walls, existing and proposed, with heights from grade inside the outside at all turning points and the center points of all straight sections.



Cities Required For Review

County of Orange

UN-ENCLOSED ACCESSORY STRUCTURES AND OUTDOOR FIREPLACES

- ☐ Aliso Viejo
- ☐ Dana Point
- ☐ Mission Viejo
- ☐ Irvine
- ☐ Yorba Linda
- ☐ San Clemente
- ☐ San Juan Capistrano
- ☐ Rancho Santa Margarita
- ☐ Laguna Hills
- ☐ Lake Forest
- ☐ Tustin
- ☐ Laguna Niguel

-
- ☐ County Areas (only areas that have a Wildland Interface, SFPA, or Fuel Mod.)

County Cities | Areas that will not need to be reviewed by OCFA:

- ☐ Los Alamitos
- ☐ Rossmoor
- ☐ Anaheim Unincorporated
- ☐ Midway City
- ☐ Westminster, Fountain Valley, Cypress, La Palma Unincorporated



ORANGE COUNTY FIRE AUTHORITY

Fire Prevention Department Planning and Development Services Section

P.O. Box 57115, Irvine CA 92619- 7115 – 1 Fire Authority Rd., Irvine CA 92602 – www.ocfa.org
(714) 573-6100 Fax (714) 368-8843

Construction of Unenclosed Accessory Structures and Alteration to Existing Buildings Located in Fire Hazard Severity Zones (FHSZ), Wildland Urban Interface Fire Areas (WUI), or Fuel Modification Zones

OCFA plan submittal instructions: Submit a hand drawn or professionally drawn site exhibit for OCFA review of the site location. The exhibit needs to show the distance of the proposed construction from the back and the side property lines and how far the construction is from the home. Additionally indicate any ridge or toe of slope.

Date: _____

List Construction feature (Patio cover, Gazebo, Deck etc.) _____

Community/City _____ Address of Installation _____

Tract and Lot Number _____ / _____ Building Department Permit # _____

Is the lot located in a FHSZ or WUI? To determine the correct answer, you will be required to utilize the map located at the Building Department or OCFA. **(Circle One) Y / N**

Note: If the lot is not located in a FHSZ or WUI and the proposed construction is within an OCFA approved *Fuel Modification Zone, then noncombustible construction is required. *A Fuel Modification Zone is an area of land reserved for fire safe plantings and ongoing maintenance requirements. (Check with builder, HOA, land owner, or the OCFA for the fuel modification plan).

Property Owner Name: _____ Phone: _____

Contractor Name: _____ Phone: _____

The person processing this permit for the homeowner shall provide this form to the homeowner. Construction materials are plan reviewed and field inspected by the Building Department. No need for applicant to contact OCFA for inspection.

OC Fire Authority Use Only

Reviewed: _____

Based on estimated location of accessory structure:

OCFA _____ Structure is proposed within a FHSZ or WUI. Construction materials shall be designed in accordance with Chapter 2007 CBC Chapter 7A, Sections 704A.4 and 704A.5.

OCFA _____ Accessory structure is proposed within a fuel modification zone.
(Noncombustible construction materials are required.)

OCFA _____ No special construction features required. Comments:

Rev 2008

Serving the Cities of: Aliso Viejo • Buena Park • Cypress • Dana Point • Irvine • Laguna Hills • Laguna Niguel • Laguna Woods • Lake Forest • La Palma • Los Alamitos • Mission Viejo • Placentia • Rancho Santa Margarita • San Clemente • San Juan Capistrano • Seal Beach • Stanton • Tustin • Villa Park • Westminster • Yorba Linda • and Unincorporated Areas of Orange County

RESIDENTIAL SPRINKLERS AND SMOKE DETECTORS SAVE LIVES



NPDES Notes

County of Orange

Notes must be shown as worded, on the title sheet of the plan.

1. In the case of emergency, call _____
at Work Phone # _____
or Home Phone # _____
2. Sediment from areas disturbed by construction shall be retained on site using structural controls to the maximum extent practicable.
3. Stockpiles of soil shall be properly contained to minimize sediment transport from the site to streets, drainage facilities or adjacent properties via runoff, vehicle tacking, or wind.
4. Appropriate BMP's for construction-related materials, wastes, spills shall be implemented to minimize transport from the site to streets, drainage facilities, or adjoining properties by wind or runoff.
5. Runoff from equipment and vehicle washing shall be contained at construction sites unless treated to reduce or remove sediment and other pollutants.
6. All construction contractor and subcontractor personnel are to be made aware of the required best management practices and good housekeeping measures for the project site and any associated construction staging areas.
7. At the end of each day of construction activity all construction debris and waste materials shall be collected and properly disposed in trash or recycle bins.
8. Construction sites shall be maintained in such a condition that an anticipated storm does not carry wastes or pollutants off the site. Discharges of material other than stormwater only when necessary for performance and completion of construction practices and where they do not: cause or contribute to a violation of any water quality standard; cause or threaten to cause pollution, contamination, or nuisance; or contain a hazardous substance in a quantity reportable under Federal Regulations 40 CFR Parts 117 and 302.
9. Potential pollutants include but are not limited to: solid or liquid chemical spills; wastes from paints, stains, sealants, glues, limes, pesticides, herbicides, wood preservatives and solvents; asbestos fibers, paint flakes or stucco fragments; fuels, oils, lubricants, and hydraulic, radiator or battery fluids; fertilizers, vehicle/equipment wash water and concrete wash water; concrete, detergent or floatable wastes; wastes from any engine/equipment steam cleaning or chemical degreasing and superchlorinated potable water line flushing.

During construction, permittee shall dispose of such materials in a specified and controlled temporary area on-site, physically separated from potential stormwater runoff, with ultimate disposal in accordance with local, state and federal requirements.

10. Dewatering of contaminated groundwater, or discharging contaminated soils via surface erosion is prohibited. Dewatering of non-contaminated groundwater requires a National Pollutant Discharge Elimination System Permit from the respective State Regional Water Quality Control Board.
11. Graded areas on the permitted area perimeter must drain away from the face of slopes at the conclusion of each working day. Drainage is to be directed toward desilting facilities.
12. The permittee and contractor shall be responsible and shall take necessary precautions to prevent public trespass onto areas where impounded water creates a hazardous condition.
13. The permittee and contractor shall inspect the erosion control work and insure that the work is in accordance with the approved plans.
14. The permittee shall notify all general contractors, subcontractors, material suppliers, lessees, and property owners: that dumping of chemicals into the storm drain system or the watershed is prohibited.
15. Equipment and workers for emergency work shall be made available at all times during the rainy season. Necessary materials shall be available on site and stockpiled at convenient locations to facilitate rapid construction of temporary devices when rain is imminent.
16. All removable erosion protective devices shall be in place at the end of each working day when the 5-Day Rain Probability Forecast exceeds 40%.
17. Sediments from areas disturbed by construction shall be retained on site using an effective combination of erosion and sediment controls to the maximum extent practicable, and stockpiles of soil shall be properly contained to minimize sediment transport from the site to streets, drainage facilities or adjacent properties via runoff, vehicle tracking, or wind.
18. Appropriate BMPs for construction-related materials, wastes, spills or residues shall be implemented and retained on site to minimize transport from the site to streets, drainage facilities, or adjoining property by wind or runoff.